

CERTIFIED TRUE COPY

STATE OF NEW JERSEY
DEPARTMENT OF LAW & PUBLIC SAFETY
DIVISION OF CONSUMER AFFAIRS
BOARD OF REAL ESTATE APPRAISERS

IN THE MATTER OF THE
SUSPENSION OR REVOCATION OF
THE LICENSE OR CERTIFICATION
OF

**SANDRA Y. ELLIS,
RA 335500**

TO PRACTICE AS A REAL ESTATE
APPRAISER IN THE STATE
OF NEW JERSEY

Administrative Action

FINAL ORDER
OF DISCIPLINE

COPY

**FILED
BOARD OF
REAL ESTATE APPRAISERS**

James S. Hsu
DR. JAMES S. HSU
Executive Director

2/6/07

This matter was opened to the New Jersey State Board of Real Estate Appraisers ("the Board") upon receipt of information which the Board has reviewed and on which the following findings of fact and conclusions of law are made:

FINDINGS OF FACT

1. Respondent is a licensed residential real estate appraiser in the State of New Jersey, and has been a licensee at all times relevant hereto.
2. On or about August of 2006, respondent furnished a response to a continuing education audit, which requested documentation with regard to respondent's having satisfied her continuing education requirements for renewal of respondent's appraiser license or certification of January 1, 2006 through December 31, 2007.

3. Respondent is required pursuant to N.J.A.C. 13:40A-5.3, -5.4 to have completed the equivalent of fourteen (14) classroom hours of instruction for each year during the period proceeding renewal.

4. Respondent's submissions indicated that during the two years preceding the January 1, 2006-December 31, 2007 renewal period, i.e., 2004 and 2005, respondent had not enrolled for and completed any credit hours of continuing education instruction, inasmuch as all of respondent's submissions dated from April of 2006 or later.

5. Respondent indicated on her on-line renewal application for the January 1, 2006 - December 31, 2007 renewal cycle that she had completed the continuing education requirement for the previous two years.

CONCLUSIONS OF LAW

1. Respondent's failure to complete her continuing education requirements for 2002-2003 and 2004-2005 constitutes a violation of N.J.A.C. 13:40A-5.3, -5.4, subjecting respondent to sanctions pursuant to N.J.S.A. 45:1-21 (e) and (h).

2. Respondent's indication on her on-line renewal application for the January 1, 2006-December 31, 2007 renewal cycle that she had satisfied the continuing education requirement constitutes a violation of N.J.S.A. 45:1-21(b).

Based on the foregoing findings and conclusions, a Provisional Order of Discipline was entered on November 14, 2006, provisionally imposing a public reprimand upon respondent and a civil penalty in the amount of \$1,000 for her violation of N.J.A.C. 13:40A-5.3, -5.4, as well as her violation of N.J.S.A. 45:1-21(b). A copy of the Order was forward to respondent by certified and regular mail at her address of

record at 3 Glenwood Road, colts Neck, NJ. The Provisional Order was subject to finalization by the Board at 5:00 p.m. on the 30th business day following entry unless respondent requested a modification or dismissal of the stated Findings of Fact or Conclusions of Law by submitting a written request for modification or dismissal setting forth in writing any and all reasons why said findings and conclusions should be modified or dismissed and submitting any and all documents or other written evidence supporting respondent's request for consideration and reasons therefor.

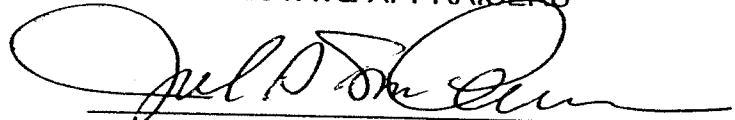
Although the certified mail was unclaimed, regular mail was not returned. Because the Order was forwarded to respondent's address of record, the Board deems service to have been effected. Accordingly, it determined that further proceedings were not necessary and that the Provisional Order should be made final.

ACCORDINGLY, IT IS on this 6th day of February, 2007,

ORDERED that:

1. A public reprimand is hereby imposed upon respondent for her violation of N.J.S.A. 45:1-21(b), (e) and (h).
2. A civil penalty in the amount of \$1,000.00 is hereby provisionally imposed upon respondent.

NEW JERSEY STATE BOARD
OF REAL ESTATE APPRAISERS



John A. McCann
President